Both the FBI and (Ohio) BCI&I WebChecks/background checks are required for admission to the Wright State University – Lake Campus College of Nursing & Health. Copies will not be accepted from another agency such as your work, church, or school. Background check results must be received by the College of Nursing and Health before admission decisions can be made. They should be on file by the application deadline for the program.

**Be advised that it can take up to 30 business days for the results to be received, so plan to be fingerprinted at least 30 days prior to the required due date.**

Incoming students who are under the age of 18 must be accompanied by a parent or guardian.

**Background check procedure for Out of State Students:**

**State:** Students who live outside Ohio should provide the same type background check that their state requires for nurses. Students who live in one state and work in another must provide background checks from both states.

**Federal:** Call 740-845-2000 and request a fingerprint card for an Out of State FBI check. The card will be mailed to you. Follow the directions on the card for fingerprinting and mailing the card to the state of Ohio to be processed. (Results for both state and FBI must be sent directly from the background check agency to Wright State.)

The reason for the fingerprinting is: Nurse (RNs, LPNs, dialysis techs, students entering nursing education or dialysis) = code 4723 09.

FBI & BCI fingerprinting can be completed at the local sheriff’s departments.

**For Mercer County:** 4835 State Route 29
Celina, Ohio, 45822
Phone: 419-586-5770
Hours: M-F 8:30am-4:30pm – no appt. necessary
Cost: $60 (Cash, Check, or Money Order only)
**Must bring valid driver’s license or State issued ID**

**For Auglaize County:** 1051 Dearbaugh Ave
Wapakoneta, OH 45895
Phone: (419) 739-6565
Hours: M-W – MUST call for an appointment
Cost: $62 (Cash, Check, or Money Order only)
**Must bring valid driver’s license or State issued ID**

Results must be sent to:

Lynn Franck
Wright State University Lake Campus
182B Andrews Hall
7600 Lake Campus Drive
Celina, OH 45822

Questions: Call: 419-586-0389 or Email: lynn.francw@wright.edu